

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION**Minutes of Public Meeting****March 14, 2003**

The meeting of the Colusa County Children and Families Commission was called to order at 10:02 a.m. in the Conference Room at the Colusa County Department of Health and Human Services, 251 E. Webster Street, Colusa, California. Commissioners Delores Gomez, Nolan Gonzales and Nancy Parriott were present, constituting a quorum. Commissioners Barbara Hankins and Christy Scofield did not attend the meeting.

Public attending the meeting: Charlette Lauppe.

Items discussed in accordance with the publicly posted agenda were as follows:

1. Approval of Minutes: February 11, 2003 Minutes of Public Meeting

Minutes were reviewed. Commissioner Gomez moved to approve the minutes as presented; motion seconded by Commissioner Gonzales. The motion was passed unanimously by voice vote (3/0).

2. Review outstanding invoices and approve payment of expenses

A total of 17 invoices were presented for payment for a total of \$63,208.05 including the following grant payments:

Colusa County Office of Education Children's Services Division Invoice #2 for Family Start for the period 10/01/02 through 12/31/02 in the amount of \$45,402.00 to be paid by Journal Entry to Department #06988, Account #479360.

Colusa County Health Department Invoice for HUGS for period 10/1/02 through 12/31/02 in the amount of \$6,778.00 to be paid by Journal Entry to Fund#00101, Department #4012, Account #453847.

Colusa County Office of Education Children's Services Division Invoice #2 for Incentive Retention State Match Fund services for period 10/10/02 through 12/31/02 in the amount of \$2,303.00 to be paid by Journal Entry to Department #06988, Account #479360.

Commissioner Parriott moved to approve payment of the 17 invoices and to have a letter sent from the Commission to the fiscal officer of Children's Services asking for a copy of the flyer and agenda of activities for the "Moving Through Our World" mini-conference as invoice documentation; motion seconded by Commissioner Gonzales. The motion was passed unanimously by voice vote (3/0).

3. Public comment and unscheduled matters

The Commission expressed concern that as First 5 California supports funding for statewide initiatives dealing with tobacco cessation and childhood asthma there may be a duplication of projects working independently. The Colusa Commission supports efforts to improve existing programs and encourages the State Commission to collaborate with other state and federal

programs working on similar projects. Start up efforts for new programs covering old concerns may only serve as duplication of efforts for those programs already in place.

4. Mini Grant Update

No update was given.

5. Fabulous Fours Conference Registration

Ms. Lauppe shared information on The Fabulous Fours: Learning from Four Years of Experience the California First 5 Statewide Conference in Orange County in April. She asked Commissioners to consider attending the conference. Commissioner Gomez said that she is scheduled to attend the conference and will make her own flight and hotel arrangements and submit reimbursement claim forms. Ms. Lauppe will arrange payment for the registration fee for Commissioner Gomez to the conference.

6. Redirect 2002 Mini Grant Equipment

Ms. Lauppe said that the equipment that was to be picked up and redistributed had been taken care of. The child care provider who was no longer able to continue her business had called asking that the equipment be moved from her home as it was taking storage space needed for her family. Ms. Lauppe arranged to have the equipment moved by truck on Tuesday, March 11, 2003 by Mr. John Tomlin. Redistribution of 4 pieces of a child's kitchen set and a large outdoor playset was distributed to Tat Tat's Daycare in exchange for moving the equipment to the Family Action Center in Arbuckle.

Commissioner Parriott moved to approve the Commission Executive Director's decision to exchange the four piece child's kitchen set and large outdoor playset for services of 4 hours labor, a vehicle and mileage cost to move the Mini Grant equipment designated for redistribution; motion seconded by Commissioner Gonzales. The motion was passed unanimously by voice vote (3/0).

7. Kindergarten Registration Project & Kindergarten Transition Backpack

The Commission received a report from Ms. Lauppe explaining a Kindergarten Transition Project scheduled at Arbuckle Elementary and Grand Island Elementary during kindergarten registration. Ms. Lauppe asked the Commission to approve purchase of 100 Kindergarten Transition Backpacks from Lakeshore Learning to be used for the project. Approval was received from both schools to set up a display table explaining early learning and school readiness during kindergarten registration. Distribution includes a complete Transition Backpack containing items for parents to use during April, May, June and July to assist children to be ready for kindergarten in Fall 2003. A Transition Backpack will be distributed to each family as they register their child for kindergarten.

Commissioner Parriott moved to approve the purchase of 100 Kindergarten Transition Backpacks not to exceed \$2,400.00 to be used at the Arbuckle Elementary and Grand Island Elementary for kindergarten registration; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (3/0).

8. Annual Budget Review Workgroup

This item was tabled until the next Commission meeting.

9. Retention Incentive Matching Funds Report Approval

This item was tabled until the next Commission meeting.

10. Report from Executive Director

Charlette Lauppe presented a written Executive Director report.

11. Adjournment

The meeting was adjourned at 11:00 a.m.

The next meeting will be held on Tuesday, April 8, 2003 from 3:00 – 5:00 p.m. at the Morse Conference Room in Colusa.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.

Attachment A: March 11, 2003 Financial Report and 17 Invoices

Attachment B: The Fabulous Fours Learning from Four Years of Experience Registration

Attachment C: March 11, 2003 Executive Director's Report

Attachment D: February 2003 Prop 10 Briefings, pg. 7 & pg. 8